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**GENERAL ADMINISTRATION DEPARTMENT**

RESOLUTION

The 1st July, 2014

**SUBJECT: New Training Policy for the State.**

The State Government had constituted a Committee under the Chairmanship of ACS-cum-Development Commissioner for reviewing the status of training in the State and restructuring the Gopabandhu Academy of Administration (GAA) with the objective of recommending actionable options to improve capacity of the Academy including infrastructure expansion, training and research, collaboration with other training institutions, technological up-gradation, budget, faculty development etc. vide this Department Resolution No.25396/Gen., dated the 6th September, 2013. Upon through deliberations, the Committee made recommendations to the Government.

After careful consideration of the recommendations of the Committee, the Government have been pleased to decide as follows:—

**1.** All categories of civil servants of Group- A, B & C of the State Government shall be mandated to undergo compulsory training at prescribed intervals to develop their skills & efficiency. Accordingly Administrative Departments are advised to amend their recruitment Rules prescribed for each categories of cadre / posts.

**2.** All Departments shall engage a suitable professional agency for training need analysis. Stress shall be laid on competency development encompassing ethos, ethics, equity and efficiency of the civil servants.

**3.** The Administrative Departments shall prepare the training modules and develop the case studies as per the specific requirement of each individual cadre. The Gopabandhu Academy of Administration shall provide training in core competency areas like ICT, general management, establishment affairs, report writing, official communications, legal matters, RTI, ORTPSA, recommendations of Administrative Reforms Commission, etc.

**4.** All training infrastructure available under various Departments shall be used on sharing basis to enable proper coverage of all officers in all Districts and Blocks.

**5.** All Departments shall take steps to develop E-learning resources to be utilized using ICT for training of officers at distant locations in their training institutions. This will help in overcoming training constraints arising out of shortage of training faculty. For this purpose appropriate training equipment shall be procured for Districts, Blocks and State Headquarters.

**6.** All the Group-C employees of the State shall undergo Orientation training programme at their entry level. The modules for such training shall be developed in an appropriate manner.

**7.** The training infrastructure available at Block and Gram Panchayat levels under the P.R. Department shall be conjointly utilized for effective implementation of training programmes.

**8.** In order to achieve co-ordination among all Departments in training matters, a Training Co-ordination Committee shall be set up under the Chairmanship of DG, Gopabandhu Academy of Administration to plan and implement training programmes with Secretaries/representatives of all Departments as members.

**9.** A Centre of Excellence shall be created under Gopabandhu Academy of Administration for undertaking training and research activities. The Centre of Excellence shall have Cells like (i) Monitoring and Evaluation Cell, (ii) Knowledge Management Cell, (iii) District Planning Cell, (iv) Population Education and Resource Cell (PERC), (v) Women and Child Development Cell, (vi) Urban Development, (vii) Management of Mineral Resources Cell, (viii) Policy Research Cell for Good Governance, etc and collaboration with UN Agencies like UNFPA, UNICEF and UNDP shall be developed to establish such Cells.

**10.** The Gopabandhu Academy of Administration shall hire Professionals on contractual basis at competitive pay package to work as full time faculty. There shall also be provision for visiting faculty from within and outside the State for the training institutions with a reasonable amount toward honorarium.

**11.** Gopabandhu Academy of Administration shall network with other training institutions for deputing officers for training on specific themes and short duration attachments.

**12.** Suitable Retired Officers shall be appointed in the Academy, wherever necessary, to work as faculty having experience and interest in training.

**13.** Faculty of the training institutions shall be deputed to National and International level training institutions for exposure visits to upgrade their knowledge and training skills.

**14.** In order to enhance the coverage of employees, a pool of resource persons shall be identified to work as part-time or visiting faculty by Departments.

**15.** Gopabandhu Academy Of Administration shall undertake research on important issues relating to governance reforms and allied subjects and encourage similar research by other training institutions and universities.

**16.** Both Gopabandhu Academy of Administration and Madhusudan Das Regional Academy of Financial Management shall function independently and share their infrastructure and other resources like land, training halls, auditorium, faculty etc. for undertaking larger number of training programmes and accommodating more participants.

#### **ORDER**

Ordered that the Resolution be published in the Extraordinary issue of the *Odisha Gazette*. Ordered also that copies of the Resolution be forwarded to all Departments of Government / all Heads of Departments / All Collectors / Registrar, Odisha High Court, Cuttack / Registrar, Odisha Administrative Tribunal, Bhubaneswar / Special Secretary, Odisha Public Service Commission, Cuttack / Secretary, Odisha Staff Selection Commission, Unit-V, Bhubaneswar / Secretary, Odisha Sub-ordinate Staff Selection Commission, Block No.3 & 5, Unit-1, Bhubaneswar.

By Order of the Governor

N. CHANDRA

Special Secretary to Government